



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 10/24/13	Interviewer: Laura Eckert	RFA #13 – 44
Person(s) Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Status of Person(s) Interviewed (title, position, student status, etc.): [REDACTED]		
Requested Assistance Pertaining To (name, position, policy, project, etc.) Inappropriate behavior from student using Tutoring Center		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male ☐ Female ☒ Administrator ☐ Faculty ☐ Staff ☒ Student ☐
 Concern Regarding: Male ☒ Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student ☒

Category: *(Please check at least one)*

- | | | | | |
|--|---|---|-------------------------------------|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex/Gender | <input checked="" type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
10/24/13	[REDACTED] t/c with Lynae	LE will call back.
10/24/13	LE t/c with [REDACTED]	<p>Tutoring Center student staff have reported to [REDACTED] that a student who uses the Tutoring Center is staring at them and saying uncomfortable things, e.g.: it's a "sausage fest in here" when a lot of men are in the Center; having conversation about velocity turned to subject of shooting; saying "don't be snooping on my naughty photos" when let someone borrow his phone to use as a calculator.</p> <p>[REDACTED] called the student and is meeting with him at 4pm today. Laura suggested Counseling Center and Dean of Students as potential other resources. Laura advised telling the individual what the expectations for behavior are, what is unacceptable behavior, and why it is unacceptable. Use as a teachable moment.</p> <p>[REDACTED] will call EOO back if she needs more assistance.</p>